

# LTAP

Local Technical  
Assistance  
Program

WSDOT's Highways & Local Programs LTAP Center presents:

## Highway Runoff Manual Training

**May 18-19, 2010** (#1814)  
**Tacoma**

**Scottish Rites Masons Building**  
**817 South Vassault Street**  
**Tacoma, Washington 253-565-0272**

(The phone number above may be used in case of emergency to contact a student in the class.)

**Cost: \$200 Consultants**

**Time: 8:30 a.m. to 5:00 p.m.**

**Class Size: 50**

**Free to WSDOT and Local Agencies**

**Two-Day Course**

**Cancellation Policy:** We anticipate full classes with WSDOT staff given registration priority. Initial registration for each consulting firm and local agency will be limited to three employees per class. Should additional openings exist, those on the waiting list will be registered and notified via email three weeks prior to the class. Please notify the LTAP office one week prior to your class date if you will be unable to attend. For consultants, if you do not notify us, and don't show up to class, we will bill your firm for the full price. You are always welcome to send someone in your place. Phone number: (360) 705-7355 or [McdonJT@wsdot.wa.gov](mailto:McdonJT@wsdot.wa.gov). We want to give everyone an opportunity to attend. If needed, an additional class will be added in July in western Washington. An On-Line class is available as well if you are unable to attend this class. Please contact Mark Maurer at [MaurerM@wsdot.wa.gov](mailto:MaurerM@wsdot.wa.gov) for details.

### Target Audience

This training is for WSDOT, local agencies, and consultants. It is targeted toward engineers, designers, environmental professionals, project managers, and planners whose work on transportation-related stormwater issues requires use of Washington State Department of Transportation's (WSDOT) *Highway Runoff Manual* (HRM). As an obligation of WSDOT's NPDES municipal stormwater permit, all WSDOT staff involved in stormwater facility design are required to have this training. Similarly, all WSDOT's consultants involved in stormwater facility design are required to have this training or work under the direction of someone who has had this training prior to working on stormwater facility design.

### Description

In 2008, the Washington State Department of Transportation made substantial changes to the *Highway Runoff Manual* (HRM), which is the primary source of stormwater planning and design requirements for highway-related work in the state of Washington. The HRM updates, combined with a high volume of transportation work occurring in the state, led WSDOT to develop an internal agency training program for their employees on the revised HRM. WSDOT is now offering this same training to consultants and local agency representatives whose responsibilities require them to use WSDOT's HRM.

#### First Day

The focus of the first day is on the HRM's Chapter 2 (Stormwater Planning and Design Integration) and Chapter 3 (Minimum Requirements). Participants will go through several examples, as well as perform a project site assessment. This course covers: the purpose, organization, and use of the HRM; WSDOT's approach to stormwater management and planning; key terms used in the HRM; and the thresholds and minimum requirements employed during a site's predesign analysis.

#### Second Day

The focus of the second day is on the HRM's Chapter 5 (Best Management Practices), specifically selecting the best management practices (BMPs) that best suit a designer's application. Participants will go through



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several exercises to help familiarize them with the HRM's BMP selection process. This course covers: the types of BMPs and their functions; the BMP selection process; and application of the *Engineering, Economic, and Feasibility Checklist*.

WSDOT will maintain a database of all professionals who have successfully completed the training. This database may be referred to by WSDOT when making future work assignments, when reviewing future requests for proposals, and it may be used in the proposal ranking criteria for future projects. WSDOT considers this training mandatory for engineers and professionals who currently work on WSDOT projects involving stormwater planning and designs, and for those interested in working on WSDOT projects in the future.

**Manual:** The instructors will provide a copy of the 2008 *Highway Runoff Manual*, only for use in class. This manual is on-line and may be downloaded at this link.

<http://www.wsdot.wa.gov/Environment/WaterQuality/Runoff/HighwayRunoffManual.htm>

## ***Instructors***

The instructors consist of WSDOT staff specialists who support the 2008 Highway Runoff Manual.

**Note to WSDOT Employees:** Sign up for these classes are in ATMS using class code DBI. You will receive credit on your WSDOT training matrix if you attend class and sign the roster. You will also be issued a certificate upon successful completion of the course.

## ***Registration***

Please register on-line using this link: [On-line Registration Form](http://eefmapps.wsdot.wa.gov/fmi/xsl/LTAPTraining/registration.xsl?-db=Web%20Registration&-lay=Web%20Layout&-view), or key this web address into your browser:

<http://eefmapps.wsdot.wa.gov/fmi/xsl/LTAPTraining/registration.xsl?-db=Web%20Registration&-lay=Web%20Layout&-view>

You will receive an e-mail notification with driving directions to the training site when we process your registration request. If you do not receive this e-mail notification within a day or two, you may not be registered and should contact us by phone. Confirmation letters will be mailed three weeks prior to the class. If you are unable to attend, someone else from your agency may attend in your place.

**Consultants:** Please do not prepay, an invoice will be mailed to you after the class.

## ***Questions?***

For information on course content:

Mark Maurer 360-705-7260 [MaurerM@wsdot.wa.gov](mailto:MaurerM@wsdot.wa.gov)

or Alex Nguyen 206-440-4537 [NguyeAl@wsdot.wa.gov](mailto:NguyeAl@wsdot.wa.gov)

For all other information on this training, registration assistance or cancellations:

Judy McDonald 360-705-7355 or [McdonJT@wsdot.wa.gov](mailto:McdonJT@wsdot.wa.gov)

Disability accommodations provided upon request.

Visit the

**Washington State LTAP Center's Web Page**

<http://www.wsdot.wa.gov/LocalPrograms/Training/default.htm>



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